



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
May 27, 2009

Commissioners: Charlie Menard, Chairman
Maryan Nowak, Vice Chairman
Bob Adams
Carolyn Basler
Fred Terra

Airport Manager: Dan Raposa
Assistant Airport Manager: Joe Lawlor (absent)
Recording Secretary: Gwendolyn Borden

Others in Attendance: Eric LeGuelaff: Jacobs Edwards & Kelcey,
Dick Griffith, Lucy Young, Deanna King, Marianne Gonzalez

Meeting called to order at 7:00 p.m. by Chairman Menard.

Eric LeGuelaff of JE&K submitted a written Project Status report (see Attachment A for report specifics) and read the report for all in attendance. Maryan asked Eric if he has found the documents from Ned Dawes files regarding bringing a water line down Westcoat Drive? Eric responded that he has not but will try to locate the documents for the next meeting. It was discussed and agreed that the drainage pipe in the area of the runway 4-22 rehab project will be investigated for blockage or collapse.

Minutes: April 29, 2009 – Maryan: motions to accept as submitted. Carolyn: seconds. All in favor, unanimous. So voted.

Treasurers' Report – Income \$14,170.72, Expenses \$32,073.58 the bulk of which was due to a fuel delivery, for a Negative Monthly Cash Flow of -\$17,902.86. Maryan: motions to accept report subject to audit and authorize the processing of the bills for payment. Fred: seconds. All in favor, unanimous. So voted.

Airport Managers' Report – Charlie reported on the following:

1. **Fuel Survey** – Fuel prices for TMA are currently \$3.95/gallon for credit purchases and \$3.83 for cash purchases and we are still in the competitive price range as other surrounding airports.
2. **Airport Users' Forum** – next meeting scheduled for July 29, 2009 at 6:45 p.m.
3. **Airside Inspections** – Tiedowns, lights and fuel farm are all up and running with nothing major to report. The sprocket on the fuel farm hose reel is being replaced at a cost of \$100.00.
4. **Veederroot Monitoring System** – Dan talked with an electrician last week and we will be working on to get it working 100% even though it is working well at the present time.
5. **Segmented Circle Repair** – we will be taking a look at the water situation so we can get this done.
6. **Terminal Building Oil Burner Maintenance** – W H Riley came out for the annual check and made note that new tank legs were needed at a replacement cost of \$350. - \$400.00 and the work is scheduled for tomorrow May 28. Fred stated that he can do this work for the airport and asked if the scheduled work can be cancelled? Dan will call and cancel the work and Fred will take care of this.
7. **Main Entrance Sign** – is near completion and ready to be installed.
8. **Access Gates** – all are up and running and working OK. Deanna King reported problems over the weekend. Dan noted that sometimes it can be the ID badges becoming demagnetized.
9. **Snow Box** – was delivered May 21.
10. **Security Fence Damage on Caswell Street/Westcoat Drive** – completed.
11. **Annual Open House June 20, 2009** – to be discussed near the end of the meeting.
12. **Verizon Work Order Initiated to Remove Wires at East End** – Fred reported that a Verizon truck was in the area of the work today. Dan noted that after the wires are removed, TMLP will come to remove the pole.

Old Business

1. **Atlantic Flight Center** – Lease Update: Charlie stated that he submitted a Clarification of the terms of the two sections of the lease that Atlantic Aviation was concerned with to the City Solicitor and has not heard anything back yet. Marianne asked about putting a business sign up on the building. Charlie told Deanna and Marianne to feel free to put up their sign.

2. **TAA Activity Report – All American Cookout on May 10th:** Dick Griffith reported that it went pretty well and they actually made some money, they didn't have any complaints. There were 60 people here for the event. A fall pig roast is being planned.
3. Deanna King asked to talk about the procedure that she and Dan talked about with regard to securing the terminal building. It was agreed that if someone from Atlantic Aviation was going to be in the building after the airport lineman's hours, then someone from Atlantic Aviation will take the responsibility of securing the building. If Atlantic Aviation has left the airport before the lineman has completed his shift for the day, the lineman will secure the building. If the building has been secured for the evening and Atlantic Aviation returns and deactivates the alarm, Atlantic Aviation will re-secure the building. Charlie has a concern with windows left open noting that if there is a window on the flight school side left open, the lineman will not have access to it to completely secure the building and the alarm may go off and that would not be his responsibility. The lineman has also been told to not go into any area without prior permission. Charlie asks that Deanna and Marianne consider this when putting together their procedures. Deanna and Marianne noted that they are trying to regulate the thermostat so that everyone is comfortable, but the hall area tends to be warmer than the office. Fred suggests that floor registers be installed to better control certain rooms.

New Business

1. Reminder – June Meeting – Elections of Officers
2. Reminder – June Meeting – Fuel Discount Program Review

Public Input - none

Open House information by Dan – Dan wants to report on where he's at for the event noting permits have been sent out to MAC and have received approval. Sent out permit to FAA and have not heard back which is what has transpired in the past. Jim Madigan will not be available to be the Pit Boss and Joe Lawlor will take on this assignment and Jim will be helping. Jim will also contact Bristol County

Sheriffs Office to try and get their Police Dogs for a demonstration. He will also handle the cadets and the State Police helicopter if available. Ed Fowler will probably not be here for the event but will be putting together the flyer. Atlantic Aviation will be having a flight school display. Dan needs to notify aircraft owners that their planes will need to be moved for the day. The price of fuel for participating pilots has been set at \$3.00/gallon. The neighborhood mailing will go out June 12. The following items and people participating have been secured: portable stage, face painting, Monster Truck jump house, Al Morrison helicopter display, model helicopter display by Bob Burgo, Lions Club, disc jockey and photographer. Will contact Soars Sanitation and have the septic system pumped. Troop 22 will be taking care of the food concession. Fire Department was contacted to see what if anything they can provide for the event. Ascent Technologies has sent a goodie box with some toy planes and hats and also sent a check for \$200.00. Army Recruiter has been contacted and hasn't gotten back to Dan. Have not heard from Dave and Sue Featherstone and will follow up with them. National Guard Quonset has become quite a thing, and Dan got some phone numbers and got to talk with someone and this got quite involved so Dan gave the request form to Joe, so Joe is working on this. Dan spoke with Dick Crowell and Roger Guilmette will be happy to come. Also requests from AMR ambulance for their presence, Taunton Police for cones, 4-wheelers and equipment for display. Steve Barrett will have a display for Veterans Memorial Markers. Letter is ready to go out to the Mayor and Councilors. John Barradas has also given a definite maybe on his presence. Disc Jockey will be here. Joe Lawlor will handle the food and pilot vouchers. Will send out invites to Ned Dawes and Aviation Historical Society. Dan to check on Lions Club Eye Mobile, Bristol County Command Center Truck and Ron Lauro. Dan to establish time for pre-flight meeting for pilots.

Maryan: motions to adjourn at 8:02 p.m. Fred: second. All in favor, unanimous. So voted

Next meeting June 24, 2009 at 7:00 p.m. in the Leonard F. Rose SRE Building

Action Items :

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| ⇒ Main Entrance Sign – Dan/Fred | ⇒ Segmented Circle Repair – Dan |
| ⇒ Veederroot Monitoring System - Dan | ⇒ Oil Tank Legs - Fred |

ATTACHMENT
A

Project Status
Taunton Airport Commission Meeting
May 27, 2009
Jacobs Edwards and Kelcey's Update

1. **Design and Permitting for the Rehabilitation of Runway 4-22 and Connector Taxiway [FAA AIP No. 3-25-0047-19-2009]**

Field work for the topographic, wetlands, and soil surveys has been completed. Jacobs has received the topographic survey and begun design work for the Turf Runway. Based on the proposed design, environmental documents will begin production in June. Contracts between the airport and Jacobs are being negotiated.

2. **SRE Truck with Plow [FAA AIP No. 3-25-0047-18-2009]**

MHQ reports that the pick-up truck chassis is scheduled to be manufactured by early June. Delivery to the airport could be late June based on the manufacture date. Schmidt equipment delivered the Snow Pusher on Friday, May 22. Jacobs has contacted Schmidt to provide information about owner's manuals and replacement parts. Contracts between the airport and Jacobs are being negotiated.